

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARD APPOINTMENT SUMMARY

Meeting Date: December 21, 2021  
Department: Department of Public Safety  
Advisory Board: Emergency Medical Services Advisory Council

I. EXECUTIVE BRIEF

**Motion & Title:** Staff recommends motion to approve: Two (2) "At Large" Appointments to the Emergency Medical Services Advisory Council (EMS Council) for the term December 21, 2021 through September 30, 2024.

<u>Nominee</u>	<u>Seat</u>	<u>Designation</u>	<u>Nominated by</u>
Collette Cattafi	2	PBC ER Nurses Forum	PBC ER Nurses Forum
William Hall	3	Private Ambulance Provider	American Medical Response (AMR)

**Summary:** Per Resolution R2014-0100, the Board of County Commissioners approved a representative make-up of the EMS Council to include twenty (20) members. Thirteen (13) members are representatives of the various components of the Emergency Medical Services (EMS) system with specific requirements and seven (7) members are Commission District Consumer appointments. On September 30, 2021, the ER Nurses Forum seat term expired and the Council member for the Private Ambulance Provider resigned as of May 12, 2021, that term expired September 30, 2021. Letters were sent to each affiliation requesting a new nominee. The EMS Council currently has eighteen (18) seats filled. The EMS Council diversity count is as follows: Caucasian 17(95%) and African American: 1 (5%). The gender ratio (male: female) is 12:6. Countywide (SB)

**Background and Justification:** The purpose of the EMS Council is to provide recommendations for improving and enhancing EMS in Palm Beach County.

- Attachments:**
- 1. Board/Committee Applications
  - 2. Nomination letter from ER Nurses affiliation
  - 3. Copy of letter sent to three (3) Private Ambulance Providers and ER Nurses Forum
  - 4. List of current members
  - 5. Resolutions R2014-0100 & R2016-1824

meb 10/27/21  
Recommended By: [Signature] 12/1/21  
Department Director Date  
Legal Sufficiency: [Signature] 12/7/21  
Assistant County Attorney Date

**II. REVIEW COMMENTS**

**A. Other Department Review:**

\_\_\_\_\_  
**Department Director**

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION

The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

**Section I (Department):** (Please Print)

Board Name: Emergency Medical Services Advisory Council Advisory ☒ Not Advisory ☐  
☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_  
 Term of Appointment: 3 Years. From: \_\_\_\_\_ To: 9/30/24  
 Seat Requirement: ER Nurses Forum Seat #: 2  
☒ \*Reappointment or ☐ New Appointment  
 or ☐ to complete the term of \_\_\_\_\_ Due to: ☐ resignation ☐ other  
 Completion of term to expire on: \_\_\_\_\_

\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: \_\_\_\_\_

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Cattafi Collette Renee  
 Last First Middle  
 Occupation/Affiliation: Director Emergency Services, BH Intake & Addiction Stabilization Unit  
 Owner ☐ Employee ☒ Officer ☐  
 Business Name: JFK Medical Center North Campus  
 Business Address: 2201 45<sup>th</sup> St.  
 City & State West Palm Beach, FL Zip Code: 33407  
 Residence Address: 6858 Boston Dr.  
 City & State Lantana, FL Zip Code: 33462  
 Home Phone: ( ) Business Phone: (561) 881-2639 Ext. \_\_\_\_\_  
 Cell Phone: (561) 309-0980 Fax: ( )  
 Email Address: Collette.Cattafi@hcahealthcare.com

Mailing Address Preference: ☒ Business ☐ Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No X

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code: ☐ Male ☒ Female  
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)  
OR

NONE ☒ NOT APPLICABLE/ (Governmental Entity) ☐

**ETHICS TRAINING:** All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

☒ By watching the training program on the Web, DVD or VHS on Oct 31, 20 21  
☐ By attending a live presentation given on \_\_\_\_\_, 20 \_\_\_\_\_

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Cellette Cottafi Printed Name: Cellette Cottafi Date: 10/16/21

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 355-1915.

Return this FORM to:  
Lynette Schurter, PBC Emergency Management  
20 S. Military Trail, West Palm Beach, FL 33415

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 02/01/2016

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

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**Section I (Department):** (Please Print)

Board Name: Emergency Medical Services Advisory Council Advisory ☒ Not Advisory ☐  
[X] At Large Appointment or [ ] District Appointment /District #: \_\_\_\_\_  
Term of Appointment: 3 Years. From: \_\_\_\_\_ To: 9/30/24  
Seat Requirement: Private Ambulance Provider Seat #: 3  
[ ] \*Reappointment or [X] New Appointment  
or [ ] to complete the term of \_\_\_\_\_ Due to: [ ] resignation [ ] other  
Completion of term to expire on: \_\_\_\_\_

**\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners:** \_\_\_\_\_

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Hall Bill \_\_\_\_\_  
Last First Middle  
Occupation/Affiliation: Executive Senior Advisor  
Owner [ ] Employee [X] Officer [ ]  
Business Name: Global Medical Response (AMR)  
Business Address: 1105 Barnett Drive  
City & State Lake Worth, FL Zip Code: 33461  
Residence Address: 11612 163 Place North  
City & State Jupiter, FL Zip Code: 33478  
Home Phone: ( ) Business Phone: (954)229-1423 Ext. \_\_\_\_\_  
Cell Phone: (954-553-2298) Fax: ( )  
Email Address: Bill.hall@GMR.Net

Mailing Address Preference: ☒ Business [ ] Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No X

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code: ☒ Male [ ] Female  
[ ] Native-American [ ] Hispanic-American [ ] Asian-American [ ] African-American ☒ Caucasian

Section II Continued:

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)  
OR

NONE



NOT APPLICABLE/  
(Governmental Entity)



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☐ By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):



By watching the training program on the Web, DVD or VHS on 8/11 20 21  
By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

AND

☐ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: [Signature] Printed Name: Bill Hall Date: 8/24/21

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

Return this FORM to:  
{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 01/14/2014

William J. Hall has over 30 years of service in the EMS industry and has been employed by AMR since 1990. He has served in a variety of roles of increasing responsibility with AMR during his career, William has worked and managed all aspects of EMS operations, including, Field Paramedic, Operations Supervisor, Division Chief, Manager of Operations, Director of Operations and worked in Business Development role for several years during his tenure.

William also served as the Regional Director for the South Florida Region for the past 20 years and has recently been promoted to the Executive Senior Advisor for Global Medical Response, South Region.

He holds a Bachelor of Science Degree in Operations Management/Business Finance and State of Florida EMT-P Licensure. He has also served as the Sector 7, EMS Liaison, Non-Fire for the State of Florida since 2005 and has been a part/served on many other Advisory Boards in the past.



September 28, 2021

To: Lynette Schurter

Please be advised that voting for the Chairman of Palm Beach County Nurses Forum was conducted via email due to the pandemic. The election was held from September 17, 2021, to September 24, 2021. Palm Beach County ER Nurses Forum voted; I was nominated and elected to another term as the ER Nurses Forum chairman. As a standing subcommittee of the EMS Advisory Council, the chairman of the ER Nurses Forum will serve as its representative on the EMS Advisory Council. The term for the chairmanship coincides with the term for the Council seat.

Respectfully,

  
Collette Cattafi MSN, RN

Chairman

Palm Beach County EMS ER Nurses Forum





**Department of Public Safety  
Division of Emergency Management**

20 South Military Trail  
West Palm Beach, FL 33415  
(561) 712-6400  
FAX: (561) 712-6464  
www.pbcgov.com

**Palm Beach County  
Board of County  
Commissioners**

Dave Kerner, Mayor

Robert S. Weinroth, Vice Mayor

Maria G. Marino

Gregg K. Weiss

Maria Sachs

Melissa McKinlay

Mack Bernard

**County Administrator**

Verdenia C. Baker

*"An Equal Opportunity  
Affirmative Action Employer"*

Official Electronic Letterhead

August 25, 2021

Collette Cattafi, Director Emergency Services  
Chair for PBC ER Nurses Forum  
JFK Medical Center North Campus  
2201 45<sup>th</sup> St.  
West Palm Beach, FL 33407

RE: Palm Beach County (PBC) Emergency Medical Services Advisory  
Council – ER Nurses Seat.

Dear Ms. Cattafi,

Your three (3) year term for the PBC EMS Advisory Council ER Nurses Seat expires as of September 30, 2021.

You are eligible for another three (3) year term if you choose to apply.

If you chose not to continue with another three (3) year term, then at your next scheduled ER Nurses Forum meeting you will need to ask the forum if anyone else would be interested in the position. If more than one person is interested, the forum would need to take a vote as to who will fill the ER Nurses Seat on the PBC EMS Advisory Council.


The requirements for the ER Nurses seat are as follows:

- ❖ Must be a resident of Palm Beach County
- ❖ Must be a current ER Nurse in Palm Beach County
- ❖ Must possess a favorable reputation within Palm Beach County for ER Nurse experience and expertise
- ❖ Must be able to attend EMS Advisory Council meetings (6 meetings per year) held at the Emergency Operations Center located at 20 S. Military Trail, WPB, 33415
- ❖ Must be able to serve a three (3) year term
- ❖ Must be able to conduct ER Nurse's Forum Meetings either on a monthly, bimonthly, or quarterly schedule. These meetings can be held at any public venue.

Please notify the EMS Office in writing by September 30, 2021, as to the outcome of your vote from the ER Nurses Forum meeting and who will be applying for the ER Nurses Seat on the EMS Council.

Should you have any questions, please contact me at 561-712-6696.

Sincerely,

  
Lynette Schurter, EMS Specialist

Enclosed: EMS Council Resolution 2014-0100



August 3, 2021

**Department of Public Safety  
Division of Emergency Management**

20 South Military Trail  
West Palm Beach, FL 33415  
(561) 712-6400  
FAX: (561) 712-6464  
www.pbcgov.com



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Mack Bernard

**County Administrator**

Verdenia C. Baker

*"An Equal Opportunity  
Affirmative Action Employer"*

Official Electronic Letterhead

Bill Hall, Executive Senior Advisor  
American Medical Response (AMR)  
1105 Barnett Dr.  
Lake Worth, FL 33461

RE: Emergency Medical Services Advisory Council – Private  
Ambulance Seat.

Dear Mr. Hall,

The Palm Beach County EMS Advisory Council Private Ambulance  
seat is open due to the former council member resigning.

This seat is open to one private ambulance candidate from either AMR,  
Medics, or the Health Care District of Palm Beach County. If there is  
more than one (1) candidate to apply for this seat, the Board of County  
Commissioners will make the final decision.

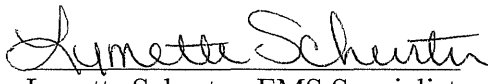
The requirements for the Private Ambulance seat are as follows:

- ❖ Must be employed by a private ambulance company.
- ❖ Must be a County resident
- ❖ Must possess a favorable reputation within Palm Beach County  
for private ambulance experience and expertise
- ❖ Must be able to attend EMS Advisory Council meetings (6  
meetings per year) held at the Emergency Operations Center  
located at 20 S. Military Trail, WPB, 33415
- ❖ Must be able to serve a three (3) year term

Please notify the EMS Office in writing by August 18, 2021 as to whether  
you wish to appoint a person from American Medical Response (AMR).  
This appointment will be good for three (3) years.

Should you have any questions, please contact at 561-712-6696.

Sincerely,

  
Lynette Schurter, EMS Specialist

Enclosed: EMS Council Resolution 2014-0100

Palm Beach County Emergency Medical Services Advisory Council

SEAT#	NAME	SEAT REQUIREMENT	TERM EXPIRATION DATE
1	Jamie Smith	Fire Chiefs Assoc. of PBC-FL, Inc.	9/30/2022
2	Collette Cattaffi	ER Nurse's Forum	9/30/2021
3	Open	Private Ambulance	
4	Dr. Belma Andric	Health Care District of PBC	9/30/2023
5	Brian Fuller	PBC EMS Providers Assoc	9/30/2023
6	Dr. Scott Alter	Economic Council of PBC Inc.	9/30/2022
7	Dr. Richard Paley	ER Physician	9/30/2023
8	Tina Palermo	EMS Educator	9/30/2022
9	William Quinn	Consumer Distr. 1	10/1/2024
10	Ruth Berman	Consumer Dist. 2	9/30/2022
11	Glenn Jordan	Consumer Distr. 3	9/30/2023
12	Ronald E. Giddens	Consumer Distr. 4	9/30/2023
13	Lance Berkowitz	Consumer Distr. 5	9/30/2023
14	Bob Bean	Consumer Distr. 6	9/30/2023
15	Keith Golden	Consumer Distr. 7	9/30/2022
16	Dr. Steven Keehn	PBC EMS Medical Directors	9/30/2022
17	Drew Reyburn	Professional FF/PMD	9/30/2022
18	Pam Tahan	Palm Beach County Independent Hospital CEO	9/30/2023
19	Gina Melby	Palm Beach County HCA Hospital CEO	9/30/2023
20	Maggie Gill	Palm Beach County Tenet Hospital CEO	9/30/2023

Pending reappointment 12/22/21

Open Seat - pending appointment 12/22/21

## RESOLUTION NO. 2014-0100

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING RESOLUTION R73-162; AMENDED BY RESOLUTIONS R73-341; R75-814; R77-1093; R77-1133; R85-1073; R89-1086; R90-549; R93-448 R93-876; R94-154; R99-1396; R2009-0248; R2012-0216; ESTABLISHING AND UPDATING THE UNIFORM POLICIES AND PROCEDURES FOR PALM BEACH COUNTY ADVISORY BOARDS, COMMITTEES, AND COMMISSIONS; PROVIDING FOR CREATION OF THE PALM BEACH COUNTY EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL

**WHEREAS** it is desirable to repeal Resolution R73-162; amended by Resolutions R73-341; R75-814; R77-1093; R77-1133; R85-1073; R89-1086; R90-549; R93-448; R93-876; R94-154; R99-1396; R2009-0248; R2012-0216; and reestablish up-to-date policies into one all encompassing document which includes specific procedures to ensure compliance with the Board of County Commissioners directives; and

**WHEREAS**, the Board of County Commissioners of Palm Beach County, Florida, established the Palm Beach County Emergency Medical Services Advisory Council ("Advisory Council") on March 27, 1973; and

**WHEREAS**, on February 5, 2013, the Board of County Commissioners ("Board") adopted Resolution 2013-0193, establishing uniform policies and procedures for Palm Beach County advisory boards, committees and commissions; and

**WHEREAS**, there is a need to bring Resolution R73-162, as amended into compliance with the Board of County Commissioners' uniform policies and procedures on advisory boards as provided in Resolution R2013-0193, as may be amended; and

**WHEREAS**, repealing and replacing Resolution R73-162; amended by Resolutions R73-341; R75-814; R77-1093; R77-1133; R85-1073; R89-1086; R90-549; R93-448; R93-876; R94-154; R99-1396; R2009-0248; R2012-0216, pertaining to the

Palm Beach County Emergency Medical Services Advisory Council ("Advisory Council"), will simplify future reference.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:**

**Section 1. Repeal and Replacement of Prior Resolutions.** Resolutions R73-162, R73-341, R75-814, R77-1093, R77-1133, R85-1073, R89 1086, R90-549, R93-448, R93-876, R94-154, R99-1396, R2009-0248, and R2012-0216 are repealed and replaced in their entirety.

**Section 2. Creation of the Palm Beach County Emergency Medical Services Advisory Council.** There is hereby re-established the Palm Beach County Emergency Medical Services Advisory Council, an Advisory Board, to be known as the "EMS Advisory Council" herein referred to as the "Advisory Council."

**Section 3. Advisory Board Membership.** The Advisory Council shall be composed of twenty (20) members, seven (7) of whom shall be termed "District" members, thirteen (13) of whom shall be termed "At-Large" members. All members must be residents of Palm Beach County at the time of appointment and while serving on the Advisory Council and shall have such qualifications for office as are hereinafter enumerated. At-Large members shall be appointed by the Board, as a whole, from nominations provided by individual agencies that the members are associated with as well as the County Commissioners. At-Large members shall also possess qualifications for office as hereinafter enumerated. All District members shall serve at the pleasure of the District Commissioner appointing them and may be removed without cause. Similarly, all At-Large members shall serve at the pleasure of the Board and may be removed without cause.

**Section 4. Qualifications of Members.** Each person nominated for and appointed to the Advisory Council shall possess a favorable reputation within Palm Beach County for experience and expertise in at least one of the following professions or fields:

1. Fire Chief's Association of PBC-FL Inc.,

2. ER Nurse's Forum
3. Private Ambulance Provider, nominated by County Private Ambulance Services Providers.
4. PBC Health Care District - Trauma District
5. PBC Medical Society Inc.- Physician, Emergency Room experience
6. Economic Council of PBC Inc., not to include a hospital representative
7. Emergency Room Physician, open to all County Hospitals
8. EMS Educator from County EMS Training Facilities
9. Palm Beach County Medical Directors
10. Palm Beach County Council of Firefighters
11. Hospital CEO, to be selected by each Independent Hospital Representative and nominated by the BCC.
12. Hospital CEO, to be selected by HCA Hospitals Administrators
13. Hospital CEO, to be selected by TENET Hospitals Administrators
14. Seven (7) "District" members who receive direct services from the EMS Community.

**Section 5. Term of Office.** Terms of office for Advisory Council members shall be three (3) years. Terms shall begin on October 1st and end on September 30th. Existing member's terms shall end on September 30th of the year in which their term expires. Beginning on or after March 1, 2013, no member shall be appointed or reappointed to the Advisory Council for more than three (3) consecutive three (3) year terms.

**Section 6. Removal for lack of Attendance.** Members of boards shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three (3) consecutive meetings or a failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as failure to attend a meeting. Members removed

pursuant to this paragraph shall not continue to serve on the board and such removal shall create a vacancy, unless otherwise provided by statute or other binding rule.

**Section 7. Vacancies.** Vacancies occurring during a term shall be filled for the unexpired term, and shall not count toward the member's term limits.

**Section 8. Conduct of Meeting.** A quorum must be present for the conduct of all Advisory Council meetings. A majority of the members appointed shall constitute a quorum. All meetings shall be governed by Robert's Rules of Order.

**Section 9. Officers.** Officers of the Advisory Council shall consist of a Chair and a Vice Chair who shall be elected by a majority vote of the membership and shall serve for terms of one (1) year. No officer shall serve for more than two (2) consecutive terms and any officer may be removed before the expiration of his term by a two-thirds (2/3) vote of the Advisory Council. The Chair shall preside over the meetings and the Vice Chair shall preside in the absence of the Chair.

**Section 10. Meetings.** The Advisory Council may meet in regular session once every two (2) months, with the annual meeting for the selection of officers to be in the month of May, or as required, at times and places set by the Advisory Council or as determined by the Chair. Regular meetings shall be set by the Advisory Council at least one (1) calendar month in advance of each meeting. Special meetings of the Advisory Council may be held at the call of the Chair or the Director of Public Safety, provided, however, that forty-eight (48) hours advance notice is given to both the members of the Advisory Council and the public in accordance with Florida Statutes, so that reasonable public notice is provided for all meetings, with same being open to the public at all times.

**Section 11. Duties and Responsibilities.** It shall be the duty of the Advisory Council to review and make recommendations to the Board or the Director of the Department of Public Safety. Such review and recommendations shall be performed

in a timely manner. Moreover, the Advisory Council may review and make recommendations to the Board on any and all emergency medical services matters coming within the authority and purview of the Board.

**Section 12. Staff Cooperation and Support.** The staff of the County, including but not limited to, the County Administrator or his designee, the County Attorney or his designee, and the Director of Public Safety, are hereby charged with the responsibility to furnish to the Advisory Council; such records, documents, plans, reports and financial data on emergency services matters which, in the opinion of the Advisory Council, may fulfill the duties required of it hereunder. Secretarial and recording support for the Advisory Council shall be made available by the Department of Public Safety.

**Section 13. Appointment of Advisors.** The Advisory Council is authorized to seek and secure advice from those who might be of assistance to the Advisory Council; provided, however, that such advice must be obtained without compensation to the advisor.

**Section 14. Travel Expenses, Reimbursement and Approval Authority.** Members of the Advisory Council shall serve without compensation but may be eligible for travel reimbursement for only those expenses which are incurred for travel outside Palm Beach County which is necessary to fulfill Advisory Council member responsibilities provided sufficient funds have been budgeted and are available as set forth in PPM CW-Q-038. No other expenses are reimbursable except documented long distance phone calls to the liaison County department. Any approved travel reimbursement shall be subject to those actual expenses at the rate or rates established by State law and County travel policy. Approval authority for pre-authorized Council member travel is designated to the County Administrator and Deputy County Administrator and shall be in accordance with Countywide Policy and Procedures memoranda (PPM) CW-F-009.



**Section 15. Maximum Number of Boards.** The maximum number of Boards that an individual member appointed by the Board of County Commissioners may serve on at one time shall be three (3), except that no individual may serve on more than one (1) board, including if doing so would violate Article II, Section 5 (a) of the Florida Constitution which prohibits dual office holding.

**Section 16. Qualification as a Candidate.** Advisory Council members shall not be prohibited from qualifying as a candidate for elected office.

**Section 17. Sunshine Law and State Code of Ethics.** The Advisory Council shall comply with the Sunshine Law and State Code of Ethics. Reasonable public notice of all Advisory Council meetings shall be provided. All meetings of the Advisory Council shall be open to the public at all times and minutes shall be taken at each meeting.

**Section 18. Palm Beach County Code of Ethics.** Advisory Council members are to comply with the applicable provisions of the Palm Beach County Code of Ethics as codified in Section 2-254 through 2-260 of the Palm Beach County Code.

**Section 19. Annual Narrative Report.** The Advisory Council, and each board listed in PPM CW-O-60, may be amended from time to time and shall submit an annual narrative report to the Agenda Coordinator. The form, substance, and submittal dates for annual narrative reports are established by PPM CW-O-060. An Annual Narrative Report does not have to be submitted if the board is required to submit a report at least quarterly through ordinance, law, or some other legal document.

**Section 20. Compliance with Uniform Policy for Advisory Boards and Commissions.** This Resolution and the Advisory Council are expressly subject to all uniform policies for advisory boards and commissions as established by the Board pursuant to Resolution 2013-0193, as may be amended. In the event of any conflicts

between this Resolution and any amendments hereto, and the aforesaid Resolution 2013-0193, as may be amended, the latter shall prevail over the former.

**Section 21. Effective Date.** The provisions of this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by Commissioner Abrams, who moved its adoption. The motion was seconded by Commissioner Vana, and upon being put to a vote, the vote was as follows:

Commissioner Priscilla A. Taylor, Mayor	-	<u>Aye</u>
Commissioner Paulette Burdick, Vice Mayor	-	<u>Aye</u>
Commissioner Hal R. Valeche	-	<u>Aye</u>
Commissioner Shelley Vana	-	<u>Aye</u>
Commissioner Stephen A. Abrams	-	<u>Aye</u>
Commissioner Mary Lou Berger	-	<u>Aye</u>
Commissioner Jess R. Santamaria	-	<u>Aye</u>

The Mayor thereupon declared the Resolution duly passed and adopted this 14th day of January 2014.

PALM BEACH COUNTY, FLORIDA, BY ITS  
BOARD OF COUNTY COMMISSIONERS

Sharon R. Bock, Clerk & Comptroller

By [Signature]  
Deputy Clerk

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

By: [Signature]

Assistant County Attorney

RESOLUTION NO. R 2016- 1824

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AMENDING RESOLUTION 2014-0100: ESTABLISHING A SEAT ON THE CHANGING A SEAT ON THE EMS ADVISORY COUNCIL FROM PALM BEACH COUNTY MEDICAL SOCIETY, INC. TO PALM BEACH COUNTY EMERGENCY MEDICAL SERVICES PROVIDERS ASSOCIATION.

WHEREAS, the Emergency Medical Services (EMS) Advisory Council was created in 1973 by the Board of County Commissioners to provide recommendations for improving emergency medical services in Palm Beach County; and

WHEREAS, over the years the EMS Advisory Council membership has been modified and today exists as a twenty (20) member body; and

WHEREAS, the EMS Advisory Council recommends that "At Large" Seat #5 Palm Beach County Medical Society, Inc be changed to Palm Beach County Emergency Medical Services Providers Association.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, THAT:

1. The Membership Section of R-2014-0100 is amended to read:

MEMBERSHIP

- |   |   |  |
|---|---|--|
| 1 | - | Fire Chief's Association of PBC-FL Inc.              |
| 1 | - | Emergency Room Nurses Forum                          |
| 1 | - | Private Ambulance Provider                           |
| 1 | - | PBC Health Care District - Trauma District           |
| 1 | - | PBC Emergency Medical Services Providers ✓           |
| 1 | - | Economic Council of PBC Inc.                         |
| 1 | - | Emergency Room Physician                             |
| 1 | - | EMS Educator   |
| 7 | - | Consumers – District                                 |
| 1 | - | PBC EMS Medical Directors Association                |
| 1 | - | Palm Beach County Council of Firefighters/Paramedics |
| 3 | - | Hospital CEO   |

2. All Appointments are "at large" with the exception of the seven (7) District "consumer" positions. The seven (7) District consumer appointments are defined as individuals who have received or may potentially receive the services from an Emergency Medical Services Provider and who are not associated with an Emergency Medical Services Provider and who do not receive any form of compensation or remuneration from an Emergency Medical Services Provider or agency associated with or a part of an Emergency Medical Services Provider.

3. Terms of Office for Advisory Council members shall be three (3) years. Terms shall begin on October 1st and end on September 30th. No member shall be appointed or reappointed to the Advisory Council for more than three (3) consecutive three (3) year terms. All members serve at the pleasure of the Commission and may be removed by the Commission at any time and without cause.

4. All members must be residents of Palm Beach County at the time of appointment and while serving on the Council. Ex-officio or alternatives may be appointed to the Council by the Commission.

The foregoing resolution was offered by Commissioner <sup>McKinlay</sup> ~~Kerner~~ who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put a vote. The vote was as follows:

District 1:	Hal Valeche	<u>Aye</u>
District 2:	Paulette Burdick	<u>Aye</u>
District 3:	Dave Kerner	<u>Aye</u>
District 4:	Steven L. Abrams	<u>Aye</u>
District 5:	Mary Lou Berger	<u>Aye</u>
District 6:	Melissa McKinlay	<u>Aye</u>
District 7:	Mack Bernard	<u>Aye</u>


The Mayor thereupon declared the resolution duly passed and adopted this 6th day of Dec 2016.

PALM BEACH COUNTY, FLORIDA BY ITS  
BOARD OF COUNTY COMMISSIONERS

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

By   
County Attorney

Sharon R. Bock, Clerk & County

By   
Deputy Clerk

